



Freeport Police Department

Civilian Application for Employment

INSTRUCTIONS: Please complete this application completely and accurately. All statements are subject to verification. If you need more space to complete an answer, please use the "Continuation" section at the end of this application. Use the term "DNA" (Does Not Apply) if the question does not apply to you.

Full Name: _____

Street Address: _____

City/State/Zip: _____ County: _____

Phone # _____ Email Address: _____

Position Applied for: _____ Are you over the age of 18? ☐ Yes ☐ No

On what date would you be available for work? _____

Have you ever been employed by the City of Freeport? ☐ Yes ☐ No

Are you legally eligible for employment in the United States? ☐ Yes ☐ No

Are you a United States Military veteran? ☐ Yes ☐ No

As part of the hiring process, we will be doing an extensive background investigation.

Is there anything in your past of which you would like us to be aware or which might reflect adversely upon you? ☐ Yes ☐ No

PREVIOUS EMPLOYMENT: *Begin with your most recent position*

Current

Employer: _____

Address: _____ Phone #: _____

Dates Employed: from _____ to _____ May we contact? ☐ Yes ☐ No

Job Title: _____ Supervisor: _____

Job Duties: _____

Reason for Leaving: _____

(Continued on next page)

Employer: _____
Address: _____ Phone #: _____
Dates Employed: from _____ to _____ May we contact? ☐ Yes ☐ No
Job Title: _____ Supervisor: _____
Job Duties: _____
Reason for Leaving: _____

Employer: _____
Address: _____ Phone #: _____
Dates Employed: from _____ to _____ May we contact? ☐ Yes ☐ No
Job Title: _____ Supervisor: _____
Job Duties: _____
Reason for Leaving: _____

EDUCATION: Name and location of school

High School: _____
Did you graduate? ☐ Yes ☐ No
Business/Trade: _____
Did you graduate? ☐ Yes ☐ No Degree: _____
College/University: _____
Did you graduate? ☐ Yes ☐ No Degree: _____
Graduate/Prof: _____
Did you graduate? ☐ Yes ☐ No Degree: _____

CONTINUING EDUCATION and/or SPECIAL TRAINING or SKILLS: List additional information that would be of benefit in the job for which you are applying; i.e., computer experience.

CRIMINAL HISTORY: *(as an adult)*

****A conviction record will not necessarily bar you from employment with this agency****

Have you ever been convicted of a criminal offense? ☐ Yes ☐ No
If YES, explain: _____
Date: _____ By Whom (Police Agency): _____

REFERENCES: *Do not include family members*

Name: _____ Relationship: _____

Address: _____ Phone #: _____

Name: _____ Relationship: _____

Address: _____ Phone #: _____

Name: _____ Relationship: _____

Address: _____ Phone #: _____

ADDITIONAL INFORMATION: *Please include any other information you think would be helpful when considering your application for employment.*

CONTINUATION: *Please indicate which question you are answering and then complete in space provided.*

Please read and understand this statement before signing your application:

The information I have provided in this Application for Employment is true, correct and complete. False, incomplete, or misrepresented information of any kind, will be sufficient cause for my application to be rejected or, if discovered after I am employed, cause for immediate termination of my employment.

I authorize the Freeport Police Department to contact and obtain information about me from previous employers, educational institutions, and "references" I provided, and any other party necessary to verify the accuracy of information I disclosed in this application, a related employment resume or a personal interview. To assist in the processing of my application, I waive all rights and claims I may otherwise have against the employer or its representatives, for seeking, and using information to evaluate my employment request and all other persons, corporations or organizations who provide information for this purpose.

This application will expire in 30 days. After that date, unless otherwise notified, I understand that my status as an applicant will end. I may re-apply for employment in the future by completing a new application.

This application is not an employment agreement. If I accept an offer of employment, I understand the Freeport Police Department may terminate my employment at any time, with or without cause and without prior notice, unless required by law.

I fully understand and accept all terms and conditions in the above statement.

Applicant's Signature: _____ **Date:** _____

The City of Freeport is an equal employment opportunity employer and does not discriminate on the basis of age, color, national origin, citizenship status, physical or mental disability, race, religion, creed, gender, sex, sexual orientation, gender identify and/or expression, genetic information, marital status, status with regard to public assistance, veteran status, or any other characteristic protected by federal, state, or local law. In addition, the City of Freeport will provide reasonable accommodations for qualified individuals with disabilities.